

**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**Monday, November 27, 2023 @ 2:00 PM**  
**In the City Hall Council Chambers & Via Video-Conference**  
**4850 Argyle Street, Port Alberni, BC**

---

**Present:** Mayor S. Minions  
Councillor D. Dame  
Councillor J. Douglas  
Councillor C. Mealey  
Councillor T. Patola  
Councillor C. Solda

**Absent:** Councillor D. Haggard

**Staff:** M. Fox, Chief Administrative Officer  
D. Monteith, Director of Corporate Services  
A. McGifford, Director of Finance  
H. Stevenson, Development Services Planner  
S. Darling, Deputy Director of Corporate Services | Recording Secretary  
J. Pelech, Manager of Information Services

**Gallery:** 6

**Introductory Remarks from Mayor Minions**

Mayor Minions noted that the Special In-Camera meeting was in recess, due to resume following the adjournment of the Regular meeting.

**A. CALL TO ORDER & APPROVAL OF THE AGENDA**

The meeting was called to order at 2:00 PM.

*MOVED AND SECONDED, THAT the agenda be amended to include items under 'New Business' L.6 | Crosswalks - Pedestrian Safety, L.7 | Christmas Lights, L.8 | Commercial Cost Recovery, L.9 | Stamp Avenue – Traffic Safety and that L.5 | McLean Mill National Historic Site be referred to an In-Camera meeting. The agenda was then adopted as amended.*

**CARRIED**

**B. ADOPTION OF MINUTES**

*MOVED AND SECONDED, THAT the Minutes of the Special meeting held at 11:00 am and Regular Council meeting held at 2:00 pm on November 13, 2023 be adopted, as presented.*

**CARRIED**

**C. DELEGATIONS**

**1. Alberni Valley Community Forest Corporation**

Chairman, Jim Sears, board member R. Corbeil and Manager, Chris Law presented a dividend cheque in the amount of \$300,000 to the City from the Alberni Valley Community Forest Corporation.

**D. UNFINISHED BUSINESS**

**E. STAFF REPORTS**

**1. Accounts**

*MOVED AND SECONDED, THAT the certification of the Director of Finance dated November 27, 2023, be received and the cheques numbered 153918 to 153985 inclusive, in payment of accounts totalling \$2,144,120.48, be approved.*

**CARRIED | Res. No. 23-333**

---

**F. BYLAWS**

1. **City of Port Alberni 2023 – 2027 Financial Plan Amendment Bylaw No. 5075-1, 2023**  
*MOVED AND SECONDED, THAT the “City of Port Alberni 2023 – 2027 Financial Plan Amendment Bylaw No. 5075-1, 2023” be now introduced and read a first time.*  
**CARRIED | Res. No. 23-334**  
  
*MOVED AND SECONDED, THAT “City of Port Alberni 2023 – 2027 Financial Plan Amendment Bylaw No. 5075-1, 2023” be read a second time.*  
**CARRIED | Res. No. 23-335**  
  
*MOVED AND SECONDED, THAT “City of Port Alberni 2023 – 2027 Financial Plan Amendment Bylaw No. 5075-1, 2023” be read a third time.*  
**CARRIED | Res. No. 23-336**
2. **OCP and Zoning Bylaw Amendments | 2780 Burde Street**  
*MOVED AND SECONDED, THAT “Official Community Plan Amendment (2780 Burde Street) Bylaw No. 5084” be read a third time.*  
**CARRIED | Res. No. 23-337**  
  
*MOVED AND SECONDED, THAT “Zoning Amendment (2780 Burde Street) Bylaw No. 5085” be read a third time.*  
**CARRIED | Res. No. 23-338**  
  
*MOVED AND SECONDED, THAT prior to adoption of Bylaws No. 5084 and No. 5085, a covenant be registered on title requiring the property [2780 Burde Street] be connected to municipal sanitary sewer upon future extension of the service.*  
**CARRIED | Res. No. 23-339**
3. **OCP and Zoning Bylaw Amendments | 3690 Loewen Road and 2791 Burde Street**  
*MOVED AND SECONDED, THAT “Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092” be read a third time.*  
**CARRIED | Res. No. 23-340**  
  
*MOVED AND SECONDED, THAT “Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093” be read a third time.*  
**CARRIED | Res. No. 23-341**  
  
*MOVED AND SECONDED, THAT “Official Community Plan Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5092” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5092.*  
**CARRIED | Res. No. 23-342**  
  
*MOVED AND SECONDED, THAT “Zoning Amendment (3690 Loewen Road and 2791 Burde Street) Bylaw No. 5093” be now finally adopted, signed by the Mayor and Corporate Officer and numbered 5093.*  
**CARRIED | Res. No. 23-343**

---

**G. CORRESPONDENCE FOR ACTION**

**1. Western Vancouver Island Industrial Heritage Society**

*MOVED AND SECONDED, THAT Council defer the letter dated November 10, 2023 from the Western Vancouver Island Industrial Heritage Society to the January 2024 Committee of the Whole meeting for further discussion and consideration.*

Council approved WVIIHS President, R. Corbeil, in attendance, to provide comment.

**Motion to Amend**

*MOVED AND SECONDED, THAT Council amend the motion to include the wording 'direct staff to prepare a letter of support, in principle, of the Society's continued efforts in the restoration, maintenance, display, and operation of the Alberni Pacific Railway'.*

**CARRIED | Res. No. 23-344**

**Main Motion as Amended**

*MOVED AND SECONDED, THAT Council direct staff to prepare a letter of support, in principle, of the Society's continued efforts in the restoration, maintenance, display, and operation of the Alberni Pacific Railway.*

*AND FURTHER, THAT Council defer the letter dated November 10, 2023 from the Western Vancouver Island Industrial Heritage Society to the January 2024 Committee of the Whole meeting for further discussion and consideration.*

**CARRIED | Res. No. 23-345**

**2. Alberni-Clayoquot Regional District | Grant Opportunities**

*MOVED AND SECONDED, THAT Council for the City of Port Alberni agrees to provide approval for the Alberni-Clayoquot Regional District (ACRD) to apply for the Union of BC Municipalities Community Emergency Preparedness Fund for Emergency Support Services and therefore, authorizes the ACRD to apply for, receive, and manage grant funding on behalf of the City of Port Alberni.*

**CARRIED | Res. No. 23-346**

*MOVED AND SECONDED, THAT Council for the City of Port Alberni agrees to provide approval for the Alberni-Clayoquot Regional District (ACRD) to apply for the Union of BC Municipalities Community Emergency Preparedness Fund for Emergency Operations Centres & Training and therefore, authorizes the ACRD to apply for, receive, and manage grant funding on behalf of the City of Port Alberni.*

**CARRIED | Res. No. 23-347**

**3. Wholesome Meals on Wheels Association**

*MOVED AND SECONDED, THAT Council direct staff to prepare a letter of support for the Wholesome Meals on Wheels Association to accompany their grant application to BC Gaming in advance of the November 30<sup>th</sup> deadline.*

**CARRIED | Res. No. 23-348**

**H. PROCLAMATIONS**

**1. All Nations Outreach | Indigenous Survivors' Day**

*MOVED AND SECONDED, THAT Council, on behalf of All Nations Outreach, proclaim June 30, 2024 as Indigenous Survivors' Day.*

**CARRIED | Res. No. 23-349**

**I. CORRESPONDENCE FOR INFORMATION**

*The Director of Corporate Services summarized correspondence to Council as follows:*

- a. Ministry of Housing | New Legislation to Support Housing Initiatives
- b. Ministry of Emergency Management and Climate Readiness | *Emergency and Disaster Management Act*
- c. BC United Official Opposition | Bill 45, *Miscellaneous Statutes Amendment Act*
- d. R.C.M.P. | Commissioner Mike Duheme's Visit to BC and Recruitment Actions
- e. Ministry of Citizen's Services | Grant-in-Lieu of Property Tax Payment and Report

**J. REPORT FROM IN-CAMERA**

**1. Alberni Harbour Quay | Unit 13**

Council released for public consumption Notice of its Intent to lease Unit 13 to A. Findlay for the operation of good/kind for a three-year term, at the Alberni Harbour Quay.

**K. COUNCIL REPORTS**

**1. Council and Regional District Reports**

Council received a report outlining recent meetings and events related to the City's business.

**L. NEW BUSINESS**

**1. Public Use of Municipal Venues**

*MOVED AND SECONDED, THAT Council direct staff to prepare an administrative policy regarding appropriate conduct at municipal venues that includes the following language:*

- *We understand that this venue includes children, youth, adults and seniors of all races, all religions, all cultures, all abilities, all economic levels, all gender identities and all sexual orientations, and we will conduct ourselves in a manner that is respectful of this diverse community.*
- *We will comply with all applicable City of Port Alberni bylaws and federal and provincial legislation, including the British Columbia Human Rights Code and Canadian Human Rights Act, which prohibit discriminatory conduct including conduct that would expose persons or groups to hatred or contempt.*
- *We understand that City staff and their representatives have the authority to ask an individual or group to leave a City-owned or City-managed venue when that person or group is displaying inappropriate, disruptive, or aggressive behavior that threatens the security and safety of staff, guests, residents, themselves and/or property. Depending on the seriousness of the circumstances and behaviour, the City representative may choose to suspend, ban, or issue a Trespass Notice to the corresponding individual or group.*

**CARRIED | Res. No. 23-350**

**2. Firefighter Resource Planning and Succession**

*MOVED AND SECONDED, THAT Council authorize early budget approval in the 2024-2028 Financial Plan in the amount of \$37,854 [Line 24421] to hire a probationary firefighter for a period of three months to facilitate orientation and training.*

**CARRIED | Res. No. 23-351**

3. **Canal Beach Pier Resurfacing**

*MOVED AND SECONDED, THAT Council direct staff to review previous assessments and plans related to resurfacing the existing Canal Beach Pier for the purpose of including funding to proceed with this project within the 2024 financial plan.*

**Motion to Amend**

*MOVED AND SECONDED, THAT Council amend the motion by removing 'for the purpose of including funding to proceed with this project within the 2024 financial plan' and inserting 'in order to gather information and costing for inclusion in the 2024-2028 Financial Plan process and Parks Master Plan'.*

**CARRIED | Res. No. 23-352**

**Main Motion as Amended**

*MOVED AND SECONDED, THAT Council direct staff to review previous assessments and plans related to resurfacing the existing Canal Beach Pier in order to gather information and costing for inclusion in the 2024-2028 Financial Plan process and Parks Master Plan*

**CARRIED | Res. No. 23-353**

Councillor Mealey left the meeting at 2:46 pm and returned at 2:48 pm.

4. **Port Alberni Skate Park**

*WHEREAS, the Port Alberni Skate Park was opened approximately 30 years ago; and*

*WHEREAS, the Port Alberni Skate Park may be the oldest park in BC; and*

*WHEREAS, the International Olympic Committee (IOC) has recognized the sporting aspects of Skateboard Competition; and*

*WHEREAS, Port Alberni Council has received representations from a delegation of Skate Park Activists; and*

*WHEREAS, the youth of Port Alberni benefit from diversity in healthy recreational activities;*

*THEREFORE, BE IT RESOLVED THAT Council direct staff to include in the Parks, Recreation and Culture master plan, the redevelopment of the Skate Park / multi-use adventure facility including:*

*i. Potential locations including the current location, expansion of the current location and alternate locations;*

*ii. The individualized costs of different levels of skate parks and associated features such as pump tracks, jump tracks and any other relevant adventure activity features;*

*iii. Identifying potential sources of grant funding available for the construction of such a facility;*

*iv. Identifying the level of interest of, and potential contribution from, local and superior intergovernmental partnerships;*

*v. Identifying the level of interest of, and potential contribution from, community partners including but not limited to corporate sponsors, service groups and interest groups; and*

*vi. Effects on the ongoing 5 year operating and capital plans.*

**CARRIED | Res. No. 23-354**

5. **McLean Mill National Historic Site**

Item referred to an In-Camera meeting of Council.

6. **Crosswalks | Pedestrian Safety**

*MOVED AND SECONDED, THAT Council for the City of Port Alberni direct staff to investigate costs and cost sharing opportunities to provide pedestrian controlled crosswalks and/or upgraded electronic lights/signs at existing crosswalks at the following intersections:*

- *Redford Street and Wood/16<sup>th</sup> Avenue*
- *Redford Street and 15<sup>th</sup> Avenue*
- *Redford Street and 14<sup>th</sup> Avenue*
- *Redford Street and Anderson Avenue*
- *Johnston Road and Adelaide Street*
- *Johnston Road and Elizabeth Street*
- *Johnston Road and Margaret Street*

**CARRIED | Res. No. 23-355**

*MOVED AND SECONDED, THAT Council direct staff to coordinate a meeting with the Ministry of Transportation to discuss pedestrian safety as it relates to roadways within the municipality under the Ministry's jurisdiction.*

**CARRIED | Res. No. 23-356**

7. **Christmas Lights on Johnston Road**

The Chief Administrative Officer provided information regarding a change in the practice of Christmas light installation on Johnston Road [Hwy 4], noting that the Ministry of Transportation informed the City that the lights are in contravention of Ministry policy. Plans for an alternate location will be undertaken in advance of the 2024 season.

8. **Commercial Cost Recovery**

Council inquired regarding cost recovery measures for small businesses that experience challenges related to mischief or social issues.

9. **Stamp Avenue | Traffic Safety**

*MOVED AND SECONDED, THAT Council direct staff to install speed limit signage on Stamp Avenue and further, that solutions for improved safety measures be brought forward to a future Traffic Advisory Committee meeting.*

**CARRIED | Res. No. 23-357**

**M. QUESTION PERIOD**

**R. Smith**

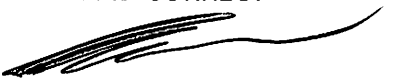
Inquired regarding the operator certificate and permit holder for the Alberni Pacific Railway.

**N. ADJOURNMENT**

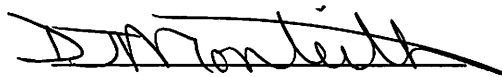
*MOVED AND SECONDED, THAT the meeting adjourn at 3:25 pm.*

**CARRIED**

CERTIFIED CORRECT



Mayor



Corporate Officer